



DATE: June 27, 2023

via Email

TO: Debbie Maruca Hoak, Executive Director
Habitat for Humanity MetroWest/Greater Worcester

FROM: Edward F. Behn, Chair
Allen Edinberg, Secretary

SUBJ: RFP 23-0400: Questions regarding your RFP Response

Ms Hoak,

Thank you for providing a proposal in response to the Westborough Affordable Housing Trust ("Trust") RFP for the redevelopment of 3 Baylor Avenue.

As the Trustees have begun reviewing your proposal, we have a few comments and questions specific to your response.

- Be advised that
 - The Trustees prefer Option 2, a 3 Bedroom home, as this better fits with the scale and types of housing in the neighborhood and, as such, is in line with the guiding principles of the Trust.
 - The Trust specified slab-on-grade construction as part of the RFP due to concerns about the water table. The property is proximate to Lake Chauncy and wetlands with periodic overflow and surface level flooding in areas adjacent to the neighborhood. The Trust is concerned about water table and infiltration issues during construction and throughout the useful life of the home to be built.
- As such:
 - Please indicate if the Option 2 plans can be reasonably modified for slab-on-grade construction, and if so, note any adjustments to your response.
 - Please provide any relevant updates to the project schedule, financing, and budget (Appendices E-1 and E-2) given the estimated \$125,000 reduction in construction costs.
- Project financing does not include any source of funds from the buyers.
 - Please indicate if the buyers will be providing a payment for the home, directly or via mortgage, beyond the equity earned through volunteer hours.
 - If so, please update the Appendices to indicate the source of funds and note the impact on the expected subsidy from the Trust.
- The noted cost of solar is inclusive of rooftop panels and batteries. While solar panels are preferred, a battery system is a wish-list item. Please separate the cost of solar panels and the battery system and note the impact on budget and Trust subsidy:
 - If the battery system is not included.



- If the Trust decides not to proceed with rooftop solar panels or if an alternate source of funding is available for solar voltaic panels and system.
- Project financing includes multiple sources of monetary and in-kind donations. Please confirm that the effort to secure these donations is the responsibility of Habitat for Humanity and if the Trust is expected to assist in this effort.
- The proposal indicates the use of volunteer labor for the project. Please indicate:
 - If the prospective homeowners provide 300 hours of labor, or if those hours include those of family and friends.
 - The number of volunteer hours expected from individuals and groups in the community.
- Please confirm your understanding that the existing septic system needs to be abandoned in accordance with applicable regulations and that the cost to decommission the system is included in your proposal.
- Please confirm that your proposal meets the stretch energy code.
- Please indicate if the subsidy noted in your financial plan is fixed or variable. Should project costs exceed estimates and contingencies, will the Trust need to allocate additional funds.

Please provide answers to these questions to Mr. Behn and me before Noon on Thursday July 6, 2023.

With responses to these questions, the Trust hopes to complete our evaluation and announce the results as early as our regularly schedule meeting on July 13, 2023.

Thank you,

Edward F. Behn and Allen Edinberg